

DODGE COUNTY
JUDICIAL AND PUBLIC PROTECTION COMMITTEE MEETING
May 8, 2020 DRAFT

Call to order: Meeting was called to order by acting Chair, Thomas Nickel at 8:00 a.m.; a quorum was established with the following members present:

Thomas Nickel, Larry Schraufnagel (*appeared by phone*), David Guckenberger, Del Yaroch, and Ed Benter

Also Present: James Mielke-County Administrator; Brian Pfitzinger-Circuit Court Judge; Joseph Sciascia-Circuit Court Judge; Lynn Hron-Clerk of Courts; Kurt Klomberg-District Attorney; Bob Barrington-District Attorney Managing Attorney; Karen Krentz-Lead Worker & interim Director for Child Support Agency; Dale Schmidt-Dodge County Sheriff; Scott Mittelstadt-Chief Deputy; Patrick Schoebel-Medical Examiner; Shelby Brandsma-Director of Family Court Services; Kristine Snow-Circuit Court Judge Elect; Cathy Houchin-County Board Supervisor (*appeared by phone*); Gina Steinke-Br. 2 Judicial Assistant.

Introduction of Committee Members & Staff: Everyone present introduced themselves and gave a brief summary to all the new members.

Elect Chairman, Vice Chairman & Secretary: Chair: Ed Benter nominated Thomas Nickel as Chair & David Guckenberger self nominated. Committee Members voted as follows: Thomas Nickel voted for Thomas Nickel; Del Yaroch voted for Thomas Nickel; Larry Schraufnagel voted for Thomas Nickel; David Guckenberger voted for David Guckenberger; Ed Benter voted for Thomas Nickel. Thomas Nickel appointed Chairman.

Vice Chairman: David Guckenberger self nominated. No other nominations. David Guckenberger moves to close with a unanimous ballot.

Secretary: David Guckenberger nominates Ed Benter. Larry Schraufnagel moves to close with a unanimous ballot.

Set regular meeting date/place/time: Determination of place will be held off for now, will either be held in auditorium in Admin. Building or District Attorney's office conference room. It was decided to keep date as the first Friday of every month.

Discuss Options for distribution of Agenda & Packet: Sheriff's Office asked to turn over the task of distributing the monthly agenda and packet. District Attorney's office volunteered to have a staff member take over these duties. The Minutes will continue to be prepared by a Judicial Assistant of the Courts.

Approval of Minutes: Motion by Larry Schraufnagel to approve Minutes of March 6, 2020 meeting; second by Del Yaroch. Motion carried.

Brief Department Overviews / Department Projected 2020 & 2021 Budget Modifications:

Judicial Branches: Judge Pfitzinger gave summary.

District Attorney: Kurt Klomberg and Bob Barrington gave summary.

Sheriff's Office: Dale Schmidt gave summary.

Clerk of Courts: Lynn Hron gave summary.

Register in Probate: Brian Pfitzinger gave summary for Lynn Steger.

Family Court Office: Brian Pfitzinger gave summary for Steve Seim.

Family Court Counseling Services: Shelby Brandsma gave summary.

Child Support: Karen Krentz gave summary.

Medical Examiner: PJ Schoebel gave summary.

Courts: Brian Pfitzinger reports the Courts are discussing various ideas re: safety precautions that can be used once the Courts re-open.

District Attorney: Kurt Klomberg and Bob Barrington reported they put on hold for now the new paralegal position. Kurt states because of all of the technology advancements Bob had implemented in their office, they have access to their files, warrants, and anything other than being in person which enabled most of their office staff and attorneys to work remotely from home during the Covid-19 pandemic.

Sheriff's Office: *(handout provided)* Dale Schmidt states they have decided to hold off on two of the three Resolutions that were approved at the March 7th meeting. Dale states they would like to abolish one position of Deputy Sheriff and create one position of Patrol Sergeant. Question – when was the position created? Answer is August of 2018. Sheriff states they currently do not have a crash investigation team, they have one patrol deputy trained. Question – what is the long term goal here? Sheriff states the long term goal is to have one person work full-time in the crash investigation position. Questions – why is the title of Sergeant necessary? Why can't this person just be a deputy? Sheriff states it needs to be a supervisory role, it will entail a lot of responsibility, the span of control is too great.

The Sheriff's Office will be contracting with an outside company to do transports and project staff and budget savings.

Clerk of Courts: *(handout provided)* Lynn Hron briefly went over 1st Quarter 2020 jury expense report.

Medical Examiner: *(handout provided - 2020 case activities to date)* PJ noted that the handout lists "all accidents" and that covers accidents due to falls, not just traffic accidents. PJ reports that because of the Covid-19 pandemic, his staff has actually expanded their hours so they're not all in the office at the same time which has cut down on part-time deputies time so they've actually saved a bit of money.

Question – is it relevant to keep the "Baby Theresa" story from 2009 on the ME's website? PJ stated yes it is very relevant and although it's a cold case, it is still an active case and they are hoping to find the parents. Bob Barrington stated that it is still an active investigation.

Child Support: Karen Krentz reports they have a staff of 11. They have approximately 4000 cases, approx. 860 cases for each worker. During the Covid-19 pandemic their hearings have been held by telephone.

Next Meeting: Friday, June 5, 2020 at 8:00 a.m. at the Dodge County Administration Building, Rooms H&I.

Adjournment: Motion by David Guckenberger to adjourn meeting, second by Del Yaroch. Motion carried. Meeting adjourned at 10:38 a.m.

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.

1st Quarter 2020 Jury Expense Report

8 Jury Trials held in the first quarter

22 Days jurors reported in

Juror per diem and mileage

\$20,829.28

Approx 21,000

Bailiff Expense

\$ 5,561.25

Approx 5,500

Meals

\$ 1,466.11

Approx 1,500

Total Jury Expense

\$27,856.64

Approx 28,000

1 pg - Clerk of Courts
Handout

	Jan. 1 – Apr. 30 2020	Jan. 1 – Apr. 30 2019
Deaths Reported	292	287
Cremation Examinations	196	168
Total Autopsies	27	33
Inmate Aut.	5	6

	Jan. 1 – Apr. 30, 2020	Jan. 1 – Apr. 30, 2019
All Accidents	43	36
Overdose	12	11
Traffic	6	5
Suicide	2	7
Inmate	5	6

1 pg - Medical Examiner
Handout



DODGE COUNTY SHERIFF'S OFFICE

Dale J Schmidt Sheriff Scott Mittelstadt Chief Deputy

High Level Roles and Responsibilities of Crash Sergeant

1. Respond to fatal/serious injury crashes to supervise staff and conduct thorough investigation
2. Conduct vehicle downloads of all vehicles involved in fatal/serious injury crashes
3. Analyze vehicle downloads from #2
4. Conduct follow up investigations of fatal/serious crashes
5. Work with the district attorney to ensure the case is complete and ready for prosecution
6. Prepare detailed crash investigation report on all fatal/serious injury crashes
7. Provide expert advice to all deputies investigating any crash
8. Provide training to all deputies on basic and advanced crash investigation
9. Develop shift leads for advanced crash investigation to begin an investigation in the absence of the Crash Sergeant
10. Stay current on crash investigation technology such as CDR equipment/IVE equipment/total station
11. Review all crash reports to ensure accuracy and identify training needs of all deputies
12. Assist detectives with criminal investigations by use of CDR/IVE equipment/total station
13. Assist patrol division as needed

(9 pages total)

CRASH INVESTIGATION TEAM					
	2014	2015	2016	2017	2018
County Crashes	24	39	30	38	12
Hours on Scene	267	316	246	307	78
Follow up Hours	982	1,236	1,843	2,132	1,850
Assist Other	11	13	11	12	8
Other Hours	814	247	206	233	72
CDR Downloads	24	48	41	53	17
Charges/Citations					
OWI Homicide	3	2	1	3	0
OWI or RCS Injury	6	1	7	7	1
Other Felony	7	1	6	6	1
Misdemeanor	11	8	12	13	1
County Ordinance	42	37	43	57	13
Public Speaking					
Public Education	8	7	7	13	2
Attendees	450	240	265	328	30
Hours	58	68	79	97	14

COMMUNITY PROGRAM PARTICIPANTS					
	2014	2015	2016	2017	2018
Fatal Vision	455	650	377	249	292

TRANSPORT					
	2014	2015	2016	2017	2018
Juveniles					
Trips	63	42	65	70	74
Hours	224	180	300	418	416
Mileage	7,420	6,823	11,704	8,312	16,445
Adults					
Trips	755	689	666	716	651
Hours	2,112	1,839	1,740	2,183	1,185
Mileage	82,161	70,641	66,306	73,557	65,119

HONOR GUARD					
	2014	2015	2016	2017	2018
Public Appearances	7	3	6	6	2
Funeral Services	4	3	1	4	4

PATROL DIVISION STATISTICS

CITATIONS					
	2015	2016	2017	2018	2019
OWI	347	312	299	286	298
1st offense	216	217	201	193	206
2nd offense	76	42	57	35	48
3rd offense	27	22	19	32	26
4 th offense	10	17	15	15	11
5 th offense	10	7	6	6	4
6 th offense	5	5	1	1	2
7 th offense	3	1	0	3	0
8 th offense	0	1	0	1	1
Underage Drinking	102	85	64	48	128
One Chance	99	83	63	46	106
Speeding	1,316	1,153	1,147	1,583	1,459
Safety Belt	237	443	255	204	148
Fail to Obey Signal	147	110	128	128	272
Operate After Suspension	289	343	320	314	267
Operate After Revocation	165	158	151	146	137
Too Fast for Conditions	12	39	14	37	34
Warnings Issued	4,146	4,600	3,789	7,083	7,218

CRASHES					
	2015	2016	2017	2018	2019
Bus	3	1	4	7	3
Deer	438	373	337	395	357
Motorcycles	24	22	16	15	20
Farm Equipment	4	5	6	3	7
Pedestrians	3	0	5	5	0
Personal Injury	229	272	204	231	234
Total Injured from Injury Crashes	343	395	292	301	363
Total Crashes with Fatalities	10	12	18	7	12
Total Fatalities from Fatal Crashes	10	12	20	8	13
Crashes with Property Damage Only	752	773	679	794	788
TOTAL	1,463	1,458	1,269	1,457	1,421

Moreover, in smaller and mid-size agencies, maintaining adequate spans of control is critical toward ensuring that there is sufficient redundancy or backup options in place of leave, unexpected sickness, injury, and other events that take sergeants away from the field. In these agencies, two sergeants per shift are needed at a minimum in order to cover both sides of the week, in addition to another position – whether a deputy-in-charge position or a lieutenant who can function as a field supervisor – provides the backup necessary to ensure that adequate supervision exists in the field.

DCSO has exactly this in place, as shown in the following table:

Patrol Supervisory and Line Staffing

	Lieutenant	Sergeant	Deputy
1st Shift	1	2	10
2nd Shift	1	2	9
3rd Shift	1	2	7

Counting the sergeants alone, spans of control are extremely low. When a sergeant is absent, the lieutenants can fill in for the sergeant role. This is particularly feasible given how low the spans of control are. The administrative workload of a sergeant supervising four to five deputies on a shift is significantly different from a sergeant supervising ten deputies. Moreover, given the high proactive time and low rate of calls for service per hour, the number of critical incidents requiring a sergeant that occur throughout the day presents less workload for the supervisor on duty than in many agencies. Nonetheless, the workload involved in certain ancillary duties – namely the Crash Investigation Unit – do present issues for field supervision, as detailed in the next section.

5. Crash Investigation Team


Investigation of fatal and severe accidents is conducted by the Crash Investigation team, an ancillary team comprised primarily of one sergeant and one detective. The sergeant is also assigned to a regular patrol shift, while the detective also primarily works in an investigative capacity for other types of cases.

The unit is highly trained, specializing in a variety of techniques, including the use of crash data recorders (CDRs)/electronic control units (ECUs), which allow investigators to create a detailed timeline of the events and factors leading up to the collision. Having become significantly more widespread over the past decade, these devices present transformative impacts to the field of accident reconstruction and motor vehicle collision investigation.

This analysis also requires extensive work to complete. Each CDR download may take as much as 10 hours, in addition to the time spent in the field and back at the station

completing accident reconstruction drawings. Overall, the totality of the unit's workload is significant for an ancillary duty:

Crash Investigation Team Workload Trends

Category	2013	2014	2015	2016	2017	Trend
Follow up Hours	1,032	982	1,436	1,843	2,132	
Assist Other	8	11	13	11	12	
Other Hours	767	814	786	206	233	
Total Hours	1,807	1,807	2,235	2,060	2,377	
CDR Downloads	26	33	48	41	53	

With the focus of DCSO over the past few years being placed on reducing motor vehicle fatalities, the crash investigation team represents a substantial pillar of these efforts. The amount of time involved in completing the investigations is particularly apparent for the patrol sergeant, who is also responsible for regular patrol duties. Given how much workload both patrol and crash investigation duties represent, time is undoubtedly diverted away at the expense of one duty to cover the other. Because of how critical these roles are, it is clear that they should be separated, with the crash investigation sergeant role being transitioned into a full-time position. This change requires adding one additional sergeant to patrol to compensate for the loss of a supervisor.

Recommendation: Assign the Crash Investigation sergeant full time to that role. To compensate for this change, increase patrol staffing by one (1) sergeant.

6. Transport and Civil Deputies

The Transport and Civil units consists of two deputies that are responsible for completing transports, including for emergency detention, and 1 deputy that is responsible for warrant and civil process service. The following table provides the number of civil paper service attempts and transports completed over the past year, as identified by the unit codes recorded in CAD for the incident, as well as the handling time (HT) for each category:

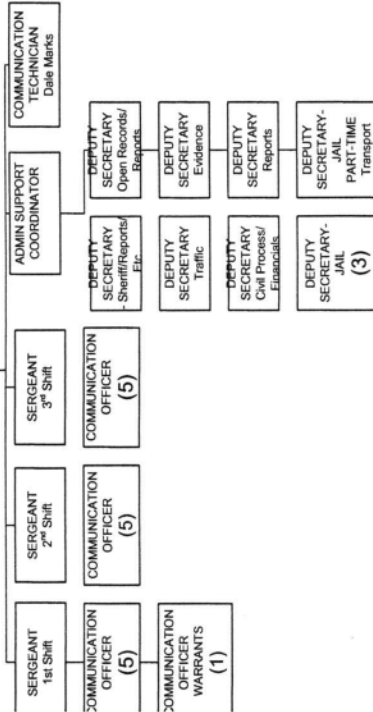
SHERIFF
Dale Schmidt

CHIEF DEPUTY
Scott Mittelstadt

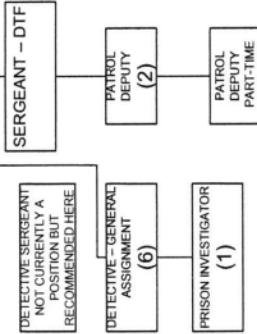
CAPTAIN/JAIL
ADMINISTRATOR
(See Jail Organization Chart)

CAPTAIN OF OPERATIONS
Chad Enright

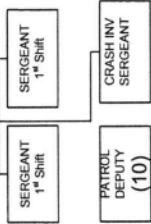
LIEUTENANT OF
COMMUNICATIONS
Christine Churchill



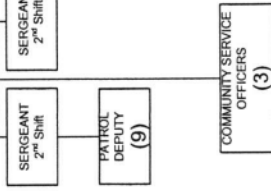
LIEUTENANT OF
DETECTIVES
Brian Drumm



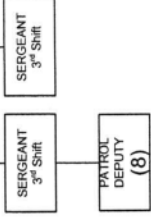
1ST SHIFT
PATROL LIEUTENANT
Brian Loos



2ND SHIFT
PATROL LIEUTENANT
Robbie Weintrauer



3RD SHIFT
PATROL LIEUTENANT
Jason Boeck



CIVIL PROCESS/INMATE TRANSPORT
(3 DEPUTIES)

DODGE COUNTY SHERIFF'S OFFICE

[illegible]

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